

MEETING OF THE BOARD OF LIBRARY TRUSTEES  
Thursday, November 13, 2014

Call to Order

At 7:19 chairperson Heather Calvin called the meeting to order. Attending were trustees Adam Delmolino, Kathy Fennelly, Diane Gordon, Barbara Muldoon, Frank Murphy, and Joyce Radochia. Also attending was the interim director, Andrea Nicolay.

Approval of Minutes

Ms. Calvin noted an error in the minutes of the October 14 meeting. The minutes were approved (Fennelly/Delmolino) as corrected.

Communications

There were no communications.

Community Time

No unscheduled members of the community were present.

Library Director Search Process Update

The search committee for library director, convened by the personnel director, Caryn Malloy, has selected the first round of candidates. Ms. Gordon will interview the preliminary group with the committee as Ms. Calvin, the representative from the board of trustees, is unavailable at that time. Ms. Calvin will attend the second session with the committee to determine which candidates will do a second round. In response to a question from Mr. Delmolino the trustees discussed whether the finalists should meet with the full board and agreed that two trustees are adequate representation. Meeting the finalists, although desirable from the standpoint of the board, would be unnecessary.

Interim Director's Report

Ms. Nicolay presented the Interim Director's Report. Mora Rothenberg has accepted the job as the new Russell Fund Coordinator. She has strong connections to the community and extensive experience with performance groups. She ran the Arlington Community Education program, *Kid Zone*. This will be a 17-hour-per-week position, including two hours weekly in the Children's Room.

An Emerson college student received permission to use the library to film his movie during off hours. He will be showing this film in the Community Room after his production is complete.

#### FY16 Budget Review

Ms. Nicolay reported that the outgoing library director, Mr. Livergood, entered the FY16 library budget into Munis before he left. She summarized the FY budget as follows:

If budget is allowed to increase only 2 – 2.5 % there will be no funds for additions; the increase would be for personnel costs only and everything else would stay the same. A 3.5% would allow for increases, but is unlikely, according to Mr. Livergood, who met with the town manager.

Discussion ensued regarding the Library's anticipated need for summer Saturday hours and/or a technology/adult services staff person.

Mr. Delmolino and Ms. Gordon will be meeting tomorrow with the technology librarian to decide upon a strategy and have a presentation ready for the December trustee meeting. They will try to get it ready for the December 9<sup>th</sup> meeting if the town manager, Mr. Chapdelaine, is available to attend.

Trustees inquired about the status of collective bargaining.

#### Foundation Update

Ms. Fennelly reported that 700 letters are about to be sent out requesting donations for library materials. The list of prospective donors was finalized and volunteers will participate in a mailing party at Ms. Fennelly's house. The Annual Report of the foundation was mailed out.

The foundation, which recently lost some members, has three new members.

#### Friends Update

Ms. Nicolay reported that the Books in Bloom committee, which will plan the February 27, 2015 event, has begun meeting, with Patsy Kraemer from the Garden Club taking the lead.

The new website is being retooled. The new logo will take a while.

The children's book sale is scheduled for April 11, 2015.

The Annual Meeting of the Friends will be on April 29<sup>th</sup> or 30<sup>th</sup>.

Mr. Murphy spoke about his handout from the Connecticut group, Model Friends' Cooperative Network. The chart sorted out the different roles and missions of

friends' groups and foundations. Ms. Fennelly will add a column for the Foundation on the chart as a visual aid to understanding the differences between the two entities.

#### Unanticipated Items

Andrea distributed a Community Preservation fact sheet that the town manager gave to department heads.

Ms. Fennelly said that the committee, which will be formed after town meeting in the spring, will eventually decide upon the process for distribution of funds.

Trustees discussed the pros and cons of denying borrowing privileges to patrons of decertified libraries. The issue has arisen again with the recent decertification of the Wareham Public Library. Although only thirty Wareham patrons are in the Minuteman Library Network any Massachusetts resident is eligible to get an MLN membership. Although the possibility of a Wareham resident trying to use Robbins facilities is remote, the board, after extensive discussion of all the ramifications, political and otherwise, decided that it needed a policy or an updated policy in place. Ms. Nicolay will research the policy.

#### Date of Next Meeting

The next meeting of the trustees will be on December 9.

#### Adjournment

At 8:35 trustees approved a motion to adjourn. (Delmolino/Muldoon)

Respectfully submitted,

*Joyce Radochia*

Secretary ProTem

#### Materials Distributed

- Meeting agenda
- November 2014 meeting minutes
- Late October/Early November 2014 Interim Director's Report
- FY16 Budget
- CT Model Friends' Cooperative Network chart
- Community Preservation Fact Sheet
- Wareham library decertification email notice